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Fort Hays State University Faculty Senate Minutes, April 6, 2020

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Fort Hays State University Faculty Senate

April 6, 2020

Location: ZOOM, 3:30pm - 5:00pm

Minutes

Senators had access to the following documents before the meeting:

- Faculty Senate March 2020 Minutes
- President's Cabinet April 2020 Agenda
- Policy change for Incompletes
- Reports from Standing Committees (including resolutions submitted by the University Affairs Committee)
 - Access to documents can be found through the shared Faculty Senate Folder:
goo.gl/1Np8Fp

1. **Call to Order:** Meeting was called to order at 3:30pm
2. **Attendance:** Senators were asked to utilize electronic [Sign In](#)
3. **Approval of Agenda:**
 - Rob Byer moves to approve the agenda as presented, seconded by Kendal Carswell.
 - Approved.
4. **Approval of [March Minutes](#)**
 - Janett Naylor-Tincknell moves to approve the minutes as presented, seconded by Janet Stramel.
 - Approved.
5. **Announcements and Information Items**
 - a. **Guest Announcements**
 - i. **Provided by Provost Arensdorf,**
 1. Emergency Management Team has met every morning for the past three weeks and will continue to meet daily. The Team has been thinking about our response now as well as our transition back (whenever that occurs).
 2. Academic Council has met on Tuesday and Thursday for the last two weeks to talk through issues and plan; have been communicating with Faculty Senate President and AAUP President.
 3. Met with Shared Governance leaders today (Faculty Senate, AAUP, SGA, and General Counsel) to discuss Student Evaluations, Tenure, and Pass/NC Grades. More details and information are forthcoming.

4. Messaging regarding COVID-19 can be found on the website (including emails that have gone to students and faculty/staff); Care Team messaging sent only to students is separate/not included.
5. Update on SNU/SIAS: Still all online and will be most likely remain online through the spring semester. Deans, chairs, and international coordinators are working on SIAS curriculum for the next class of students. MOE site visit is still set to occur in May 2020.
6. Update on Incomplete Policy: Policy changes were approved on 3/31/20 through Academic Council, with Faculty Senate support. Undergraduates will be allowed up to one additional year, for a total of two years, to complete an incomplete before a “no credit/NC” appears on the transcript. The process to assign and manage incompletes will remain the same.
7. KBOR Statement: FHSU signed on to a statement being prepared for presentation to KBOR that would allow flexibility on tenure clock stoppage beyond the two-year limit currently stated by KBOR.
8. Update on Summer On-Campus Courses: Provost Arensdorf along with Academic Council will make decisions in mid-April about summer on-campus courses.
9. Plan on a Tenure and Promotion reception to be held remotely in early May.
10. Update on Commencement: The May Commencement ceremonies have been postponed to a later date (when it is safe to host). Students who have completed their intent to graduate in spring/summer 2020 will receive a kit in June with their cap and gown, diploma and diploma cover, and hood (for graduate students).
11. Coffee and Conversation with Jill will take place via ZOOM Thursday (4/9) at 8 a.m. via Zoom
12. Strategic Plan Report: Feedback from the University was sought for potential Year Two Initiatives. Twenty-one responses were received and feedback was shared with Goal Team Co-Chairs. Goal Team Co-Chairs have met monthly through the Spring Semester and are focusing on continued year one strategy implementation. A [progress report](#) on the University Strategic Plan was sent to the University in early March. In April, Goal Team Co-chairs began work on Year One Strategy Annual Reviews. These Annual Reviews for each Strategy and the selection of Year Two Strategies will occur at a retreat with Goal Team Co-Chairs and ELT in late May/early June.
13. HLC Accreditation Report: The MS in Athletic Training has been submitted for HLC review. The FHSU Institutional Update is due this Friday. Tim Crowley and Sangki Min have been working on

this update; this includes information used to update the Statement of Accreditation Status, financial and non-financial indicators of organizational health, information collected in compliance with federal requirements, and student enrollment data.

14. Campus Visits Update: Please look for information from Deans and Chairs regarding campus visits. We will do campus visits, just not in person.
15. Provost Arensdorf would like to thank everyone for their commitment to our students and our dedication to moving classes online during this transition.
 - **Discussion:** Loretta Dorn asked for clarification on if the new incomplete policy applies to past semesters. Jill indicated that this change only applies to spring 2020 and on. Helen Miles asked if students can participate in Winter Commencement if they planned to walk this spring. Jill said that they hope to hold a ceremony (or series of ceremonies) for students who intended to walk in the spring (more details forthcoming) but that students may walk in December (if it is safe at that time).

b. Report from Faculty Senate President

i. KBOR

1. March Conference call. Summary of how institutions are handling the pandemic.
 - a. Online instruction movement. FHSU has 30 years of experience.
 - b. Increased capacity for mental health services.
 - c. FHSU's financial report to KBOR postponed.

ii. COFSP's

1. Conference call. Summary of how institutions are handling the pandemic.
2. Shared Governance statement to the Board postponed.

iii. SGA - FHSU Online Policy Committee

iv. [President's Cabinet - April 1 Agenda](#)

1. International Reorganization feedback was extended to April 3. Update will be given at Spring Convocation
2. Annual review of equity and compression pertaining to salaries
3. Summer hours - same as last summer
4. Overall summary is positive with how FHSU is adapting/leading. "Transition - Don't Cancel".
5. FHSU has joined the other regents with a statement to KBOR designating flexibility with tenure stoppage/extensions for one year. "Option" Current policy allows for a stoppage at FHSU.
6. May commencement postponed. Caps, Gowns, Hoods, and Diplomas will be mailed to those who have filed an intent to graduate. See Provost Arensdorf's comments above.

7. Faculty, please remind your students about the professional nature of course delivery/participation in the online format. Best Practices, Etiquette, etc.
- v. CIE: No update
- i. Standing Committee approved meeting minutes go to Kevin
- vi. New VP to attend future KBOR meetings when possible
- vii. How will we adjust/adapt to decreasing enrollments coming in the next 5-8 years? Restructuring, Redesign, Innovation, Marketing,
 1. Email from Kelsey Stremel regarding Care Teams
- viii. Sarah Lancaster has been elected as an Alternate for Kevin in AEP.
- ix. [Removing an Incomplete policy change](#) effective Spring 2020. See Provost's Arensdorf's comment above.
- x. Participants in Blackboard (FS Shell and Senators). If you do not have access to the Blackboard Faculty Senate shell, please let Kevin know.
- xi. April FS Election Results
 1. VP and Secretary
 - VP: Janet Stramel
 - Secretary: Whitney Whitaker
 2. 2020/2021 Parliamentarian: Cole Engel (remain voting member)
 3. Article IV, Section 2a: Elected officials need to certify their willingness to perform their duties.
 - Janet, Whitney, and Cole confirmed willingness to serve.

6. **Consent Agenda:**

- Motion to approve made by Candace Mehaffey-Kultgen, seconded by Jason Harper.
- Approved.
 - a. Academic Affairs courses (all were unanimously approved in committee)
 - i. [JUS/CRJ 367 Victim Advocacy](#)
 - ii. [HHP 200 Personal Wellness](#)
 - iii. [PHIL 100 Critical Thinking](#)
 - iv. [BCOM 680 Diversity and Inclusion](#)

7. **Reports from Standing Committees** (see committee minutes/reports)

- a. **Academic Affairs:** Helen Miles thanked the AA Committee for their hard work; she anticipates at least one more (perhaps two) classes to discuss and approve at their next meeting.
 - i. [AA March 31 minutes](#)
- b. **University Affairs:** Tony Gabel thanked the UA Committee for their work on the resolutions (see below). These resolutions were unanimously approved by the UA Committee.
 - i. Faculty Morale / Merit Resolution postponed to 2020/2021
 - ii. [Resolution for full Senate vote](#)
 1. Motion was made by Jeni McRay to approve both resolutions, seconded by Rob Byer. **Approved** (1 opposition; No abstentions).
 - **Discussion:** Loretta Dorn expressed concern about the resolution regarding teaching/course evaluations in light of the

COVID-19 crisis. Loretta indicated that this resolution seems too general, and she is concerned about the use of “any” in relation to potential negative evaluations. She also expressed some concern that the language used in the resolution may limit potential action in the case of chronic low/poor teaching performance and a concern about potential legal ramifications of the resolution. Rob Byer indicated that because of additional stresses the current public health situation might create, the potential for students to respond negatively about a course and/or instructor may increase and that this negative feedback may not have been provided had the transition to online not occurred. Janett Naylor-Tincknell added that a pattern of negative teaching should be reflected in other semesters (not just this spring 2020 semester). Christopher Olds indicated that the last two sentences of the resolution address concerns about chronic low teaching performance. Tony Gabel added that if there is a pattern of low teaching performance this semester (spring 2020), it will be difficult to determine if this is the result of the current situation or something else. Jeni McRay and Helen Miles suggested removing the word “any” in regards to negative feedback; however, no motion was made to revise the resolution to exclude “any.” Cole Engel provided a reminder that these are resolutions and not policies.

- **Additional discussion:** Helen Miles suggested that the second document end at “crisis management” and to remove (“etc.”). Linda Feldstein asked for clarification regarding the timeline of these resolutions; do the resolutions only apply to spring 2020 or will these extend to additional semesters? Kevin Splichal suggested that we leave the document as is (for the spring 2020 semester) and as a unit revisit as necessary in the future.

- c. **Strategic Planning and Improvements:** Paul Nienkamp reported that the annual data assessment reports were due before spring break but have now been moved to August. An email was sent on March 30th by Donette Noble with a survey about Community Engagement. Please encourage faculty to complete this survey (findings to be used for Goal 5 of Strategic Plan).
 - i. [Univ Strategic Plan Update](#)
- d. **Partnerships and Technology:** Jason Harper provided an update that international faculty have fully transitioned to online.
- e. **Student Affairs:** Lexey Bartlett reported that the committee worked to find out more information about the spring break policy for virtual students. The current policy states that virtual courses follow the same academic calendar as on-campus classes; thus, online students should get a spring break just like on-campus students. A reminder to Departments may be needed regarding this policy.
 - i. [Committee Report April 2020](#)

- ii. Drops/WD's related to Student Misconduct. The committee has tabled this work and would like to direct faculty to "systems" already in place for reporting. ex. Maxient
- iii. New Business: Spring Break for Online Students
 - **Discussion:** April Terry reported that one of her virtual students expressed concern that students in virtual classes did not get extra days off leading up to the transition to online like on-campus students. Cole Engel asked for clarification on our current finals policy; can online students take a final early? Christopher Olds asked for clarification regarding a 5-week class (or short courses) and the policy to allow for a spring break. Provost Arensdorf indicated that our policies overall may need to be revisited to determine if any revisions are needed to reflect potential differences between online and on-campus classes. Provost Arensdorf also indicated that her understanding of the finals week policy is that no student (including virtual) may take a final early and that the policy about spring break applies to 16-week courses.

8. **Unfinished Business**

- a. Article III, Section 3d: Departments need to elect new senators for expiring terms (president's report from March 3 FS meeting)
 - i. Agriculture, Biology, EcF&A, HHP, History, Informatics, Mathematics, Modern Languages, Music & Theatre, Psychology, Sociology
- b. Article VI, Section 4a: Newly elected members and continuing members submit to the FS President their requests for appointments to committees for the next academic year. The FS officers then appoint members to Standing Committees. GOOGLE FORM via email/blackboard.

9. **New Business:** No new business

10. **Adjournment:**

- Motion made by Loretta Dorn, seconded by Janet Stramel. **Approved.**
- Meeting adjourned at 4:49pm
- Next meeting will be held via ZOOM on May 5th, 2020